

Official Fundraising Policy for Gwathmey Baptist Church

Last updated Fall of 2025

Purpose:

The purpose of this policy is to establish clear guidelines for fundraising activities at Gwathmey Baptist Church to ensure transparency, accountability, and fairness in the distribution of funds raised for camp and other event fees. The following policy applies to camps, mission trips, leadership trainings and events sponsored by Gwathmey Baptist Church.

General Fundraising Guidelines:

1. **Approval Process:** All fundraising efforts must be approved by the Admin Staff prior to commencing. This ensures that all fundraisers align with the mission and goals of the church and do not conflict with other events or activities.
2. **Fundraising Categories:** Fundraisers will be classified into two categories:
 - **Individual Fundraiser:** Fundraisers where the proceeds are directed to a specific individual's camp or event fee (e.g., Raise Right, Peanut Sales, Bake Sales).
 - **Group Fundraiser:** Fundraisers where the proceeds are evenly split among the individuals who regularly attend events and activities organized by the church (e.g., spirit nights).
3. **Distribution of Funds:**
 - **Individual Fundraisers:** The profits from individual fundraisers will be allocated directly to the camp/event fee of the individual involved.
 - **Group Fundraisers:** The profits from group fundraisers will be divided equally among regularly attending children/students who participate in the related event.
4. **Fundraising Money Management:**
 - All funds raised through individual and group fundraising efforts must go through the church's treasurer for processing. The treasurer will track the funds and credit them towards the respective individual's registration fees.
 - For example, if a person raises funds through selling items, the money must be submitted to the church's treasurer, who will then apply the credit to the individual's event or camp fee.
 - Participants cannot use funds raised to directly credit their fees themselves.
5. **Rollover and Unused Funds:**
 - **Unused Individual Fundraiser Credits:** Any unused credits from individual fundraisers can be rolled over to the next camp or event fee, including the following year's camps.

- **Unused Group Fundraiser Credits:** Unused group fundraiser funds will be placed into a scholarship fund to assist future children and youth who need financial assistance for church-related events.
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Attendance Requirements for Fundraisers:

1. **Definition of Regularly Attending:** For a child/student to be eligible for receiving a share of group fundraiser profits, they must meet the following attendance guidelines:
 - **Children/Youth:** Attend at least **2 Adventure Kid or Youth events per month** (e.g., Sunday School, Children's Church, Adventure Club, Bible Study, etc.).
 2. **Tracking Attendance:** Attendance will be tracked through the church management system (PCO) for Adventure Kids and by the youth leader for His Ambassadors. Regular updates will be maintained to ensure fair distribution of funds.
 3. **Scholarship Fund Eligibility:**
 - Scholarship money distribution will be evaluated by the Admin Staff on a **case-by-case** basis but recipients must meet attendance requirements according to the fundraising policy to receive scholarship funds.
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Guidelines for Handling Surplus Funds:

1. **Surplus Funds from Individual Fundraisers:** If a student's event or camp fee is paid in full from their individual fundraising efforts, any remaining funds will be:
 - Rolled over to future camp/event fees, if applicable.
 - If the student graduates or no longer has a need, any leftover individual funds will be transferred to a sibling or to the scholarship fund for future church youth or children (if there is no sibling able to receive funds).
 2. **Surplus Funds from Group Fundraisers:** If a student's group fundraiser share is not needed (i.e., their camp/event fee is already covered by individual fundraising), the remaining funds will:
 - Be divided equally among students whose fees have not been paid in full, or
 - If no students have a need, the remaining funds will be directed to the scholarship fund.
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General Guidelines for Fundraiser Credit:

1. **Distributing Credits Among Family Members:** Fundraising credits from a single family can be distributed among all children in the family as needed, to cover their individual event or camp fees.

2. **Rollovers to Specific Events:** Rollovers from individual fundraising can only be applied to future **camps, mission trips** and **leadership training** events. Any remaining funds after graduation will go to a family member's camp fees or the church's general scholarship pool.
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Implementation Timeline:

1. **Start Date:** This policy will take effect for all 2026 (and forward) camps.
 2. **Publishing and Communication:** This policy will be communicated to all church families and participants, and will be made publicly available for transparency and reference.
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Conclusion:

These guidelines are designed to promote fairness, accountability, and financial stewardship for all fundraising efforts at Gwathmey Baptist Church. By adhering to these policies, we ensure that funds are used effectively to support our children and youth in their spiritual and personal growth through church-related camps, mission trips and events.